

Message Text

UNCLASSIFIED

PAGE 01 SAN JO 03456 142053Z
ACTION ARA-14

INFO OCT-01 ISO-00 ONY-00 /015 W
-----091346 150600Z /10
R 142029Z AUG 78
FM AMEMBASSY SAN JOSE
TO SECSTATE WASHDC 1948

UNCLAS SAN JOSE 3456

FOR ARA/MGT ONLY

EO 11652: N/A
TAGS: AFSP, OCON
SUBJ: ARA ADMINISTRATIVE OFFICERS CONFERENCE AND SUPERVISORY
SEMINAR

REF: SAN JOSE 3085

1. FOR UPCOMING ADMINISTRATIVE OFFICERS' CONFERENCE I SUGGEST STRONG EMPHASIS BE GIVEN TO OPERATIONS OF JOINT ADMINISTRATIVE ORGANIZATIONS (JAO). I HOPE THAT SUGGESTED SOLUTIONS/IMPROVEMENTS IN WHAT, FROM MY OBSERVATION AND CONVERSATIONS WITH OTHER ADMINISTRATIVE OFFICERS IN JAOS, SEEMS TO BE A CONSTANT PROBLEM AREA CAN BE DISCUSSED. I UNDERSTAND FROM INFORMAL SOURCE THAT THE DEPARTMENT NOW HAS SET UP AN APPARATUS TO SERIOUSLY STIMULATE THE ENTIRE JAO MISSION. THIS INDIVIDUAL AS WELL AS AUSTIN MCHALE WOULD, I BELIEVE, BE VALUABLE MEMBERS OF DEPARTMENT CONFERENCE TEAM./

2. WHILE SUBJECT ABOVE IS FROM MY POINT OF VIEW MOST IMPORTANT, I WOULD ALSO LIKE TO HEAR ABOUT POSSIBLE USES OF ADVANCED MANAGEMENT TECHNIQUES SUCH AS WORD PROCESSING. ESPECIALLY

VALUABLE WOULD BE HOW THEY MAY BE SUPPLIED IN SMALL OR MODERATE SIZED MISSIONS.

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3. FINALLY, SOME INFORMATION VIS-A-VIS VERY LARGE NUMBER OF REQUESTS NOW BEING SENT OUT REQUESTING IMMEDIATE REPORTING OF INFO "FOR USE IN MATERIALS BEING PREPARED FOR CONGRESSIONAL PRESENTATION." QUESTION: ARE THE NUMBER AND INTENSITY OF SUCH REQUESTS LIKELY TO CONTINUE FOR THE FORESEEABLE FUTURE AND, IF SO, HOW CAN THIS NEED BE MET WITHOUT GREAT DISRUPTION GIVEN PRESENT LIMITED PERSONNEL RESOURCES?

WEISSMAN

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Message Attributes

Automatic Decaptioning: Z
Capture Date: 01 jan 1994
Channel Indicators: n/a
Current Classification: UNCLASSIFIED
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Control Number: n/a
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Draft Date: 14 aug 1978
Decaption Date: 20 Mar 2014
Decaption Note: 25 YEAR REVIEW
Disposition Action: n/a
Disposition Approved on Date:
Disposition Case Number: n/a
Disposition Comment:
Disposition Date: 01 jan 1960
Disposition Event:
Disposition History: n/a
Disposition Reason:
Disposition Remarks:
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Document Unique ID: 00
Drafter: n/a
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Executive Order: N/A
Errors: N/A
Expiration:
Film Number: D780333-0122
Format: TEL
From: SAN JOSE
Handling Restrictions:
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Litigation History:
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Original Classification: UNCLASSIFIED
Original Handling Restrictions: ONLY
Original Previous Classification: n/a
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